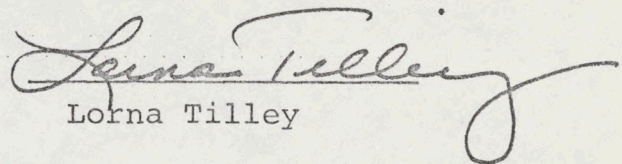


CORCORAN
GALLERY OF ART · SCHOOL OF ART
SEVENTEENTH STREET &
NEW YORK AVENUE, NORTHWEST
WASHINGTON, DC 20006
(202) 638-3211

May 5, 1980

Notice to all Trustees:

The next meeting of the Board of Trustees will take place on Friday, May 23, 1980 at 12:00 noon at the Corcoran Gallery of Art. Please note that this meeting was previously scheduled for May 19th. Please advise Dorothy Dibner at the Gallery (638-3211, ext.22) as to whether or not you plan to attend.


Lorna Tilley

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
CORCORAN GALLERY OF ART
MARCH 24, 1980

The regular bi-monthly meeting of the Board of Trustees of the Corcoran Gallery of Art was held at the Gallery on Monday, March 24, 1980. The following members of the Board were present: Mesdames Abramson, Barry, Bechhoefer, Boorstin, Collins (Docent Chm), Denby (Women's Comm.), Gart, Nef, Petrie, Smith, Vanderpool, M. Warner, Yerkes; and Messrs. Daly, Firestone, FitzGerald, Kinney, Koteen, Kreeger (Chairman), Scherer, Schwartz, Slaughter, Wilkinson, Winsor, Woodward. Also present were Dr. Marzio, Director and Chief Executive Officer; Dr. Nygren, Curator of Collections; Mrs. Muccio, Director of Development and Membership; Ms. Goffe, Director of Finance and Planning; Adm. Snead, Director of Buildings and Grounds; Mr. Thomas, Dean of the Art School; and Ms. Tilley, Special Events.

The Meeting was called to order by the Chairman at 12:35 PM, after which the Board approved the Minutes of the Board meeting of January 28, 1980.

Report of the President

Mr. Kreeger welcomed a new Trustee, Mrs. Murray Gart.

Dr. Marzio was called upon to explain some of the Museum Mid-year Budget Adjustments. He emphasized that while at this time there is a cash-flow squeeze, there will be about \$700,000 coming in from the NEA grant, from the Hammer Foundation pledge, and the Park Service Fund, which will later correct the temporary necessity of dipping into the Corcoran endowment.

Dr. Marzio and Mr. Kreeger presented a new proposal extended by Mr. Stanley Westreich, well-known area builder. Mr. Westreich proposed to do a feasibility survey to determine whether the plot of ground on the North side of the Gallery, owned by the Corcoran, would be suitable for an office building. The plot is at present used as a parking lot for Corcoran personnel. Mr. Westreich would assume the cost of the survey, approximately \$15,000. If an office building could indeed be constructed, the benefits to the Corcoran could be the use of a number of offices for staff, as well as for storage for the collection; alternatively, the Corcoran might participate in profits from such a building.

The Executive Committee had considered this proposal, as had the Building and Grounds Committee, and agreed that it might well be of benefit to the Gallery. The basic attitude of both Committees was "What do we have to lose?". Certain stipulations were made on the proposal: If it proves feasible to use the plot for an office building, subject to building permits, and Fine Arts Commission authorization, then whatever the project is must be submitted to other builders for bids, but because of Mr. Westreich's initiative in spending the \$15,000 for a survey,

he would be permitted to meet or better any of those bids, within a period of one year. The Westreich study must be completed in 90 days, and final plans for the building within one year.

At present a portion of the Union Building, which adjoins this property, is actually on a part of the plot under consideration, and the Corcoran therefore receives \$10,000 per year, for 10 years, as compensation, along with parking privileges.

Both Mr. Kreeger and Dr. Marzio commented on a previous survey, made many years ago, to use the plot as a new wing for the Gallery, which would be a long-term possibility. At the time of that survey the use of the plot for an office building was rejected because of the small size of the land and the Fine Arts Commission refusal to permit a wing too close to the United Nations Building.

The stipulation in the present proposal, namely that Mr. Westreich would have "first refusal" on construction of a building, brought varied comments: Mr. Koteen believed that such a stipulation would be entirely negative, discouraging other builders from presenting any bids. However, Mr. Koteen suggested that the Corcoran might reimburse Mr. Westreich with the \$15,000, if another builder has the winning bid. Ms. Smith believed that possible ill-will for the Gallery might result, particularly among those builders who are Board members, or large contributors.

Ms. Vanderpool believes much consideration should be given to the long-term possibility that the Gallery may need to use the plot for its own purposes; Mr. Schwartz thought that, even with a feasibility survey which advises affirmatively on a building, the survey itself may not be accurate and should be studied; Ms. Yerkes believed that the Corcoran may be enhanced by an office building, and that the idea need not be rejected unless there is concerted thinking on the project.

Mr. Kreeger, considering the varied views of the Trustees, and the questions that had been raised, decided to invite views of builders who serve on the Board, before the Westreich proposal is either approved or disapproved by the Board.

Dr. Marzio continued detailing explanation of budget adjustments. Since the subject had previously been reviewed by Messrs. Kinney, FitzGerald, Jewett and Marzio, Mr. Kinney moved that the budget adjustment be accepted. Motion seconded and approved.

In discussing the Auditorium Renovation, with plans and proposed interior decoration on view in drawings, Dr. Marzio reported that \$25,000 had been received, the first installment of the Hammer Foundation pledge, and another \$25,000 would be in by April 1, 1980. However, he and Mr. Kreeger are conferring with Dr. Hammer in California, April 8, in hopes that the remaining \$200,000 of the pledge will be available immediately so that work on the

MINUTES

Auditorium may be completed by early autumn. Mr. Lethbridge is the architect. Climate control will be installed, and the entrance foyer renovated. The adjoining school offices also will be renovated, at the expense of the Gallery, since those offices will be open to view upon entering The Armand and Frances Hammer Auditorium.

Dr. Marzio announced that the Mobil financed "Open Night" at the Gallery would be Thursday. The Mobil Grant for this purpose is \$60,000.

Report of the Dean

Mr. Thomas called upon Ms. Millie Warner, as co-chairman of the SurPrize Party, scheduled for May 20, 1980. Tickets were distributed to each Trustee. Ms. Warner, also Mr. Daly, another co-chairman of this event, detailed the excellent prizes offered, and the expectation of the amount which may be realized. These contributions can be used to match the challenge of the one-to-one Grant of \$100,000 to the School, from the Cafritz Foundation. Mr. Kreeger explained that the \$180,000 Challenge Grant from the Cafritz Foundation was divided into \$100,000 to the School, \$50,000 to the Gallery, and \$30,000 for Development.

Because Mr. Hull was absent, there was no discussion of the Dupont Center, nor of the proposal to use the Jackson School, which would have to be considered by the Board of Education before any decisions can be made.

Committee Reports

Mr. FitzGerald reported that his Development Committee had been working on various proposals for contributions, and that membership had moved forward. He mentioned specific grants from such corporations as AT&T, Bender Foundation, Coca Cola, IBM, Mobil Oil, Mars Foundation, and Charles E. Smith, whose pledge of \$25,000 over five years had so far given the first \$5,000. Mr. FitzGerald commended the fine work of Ms. Muccio and staff, making possible progress on every front. He emphasized that particular attention must be given to getting the first \$58,000 of the NEA Grant of \$174,000. The \$58,000 must be matched, and spent, in order that we receive the rest of the NEA Grant, which was designated for climate control, increased security, and enlarged storage space. This amount therefore should have priority, and Trustees are urged to give unrestricted contributions.

Ms. Vanderpool reported that, at its February meeting, the Works of Art Committee had recommended to the Executive Committee that a group of important Corcoran paintings be loaned to the large United States Painting Exhibition from Public Collections in Washington to be held in Mexico City, Nov. 15 - Dec. 31, 1980. Other participating museums from Washington include the National Collection of Fine Arts, the National Gallery, the Hirshhorn Museum and the Phillips Collection. Dr. Nygren is directing the loan of paintings from the Corcoran. They include:

MINUTES

Benjamin West, Cupid and Psyche
Thomas Cole, A Tornado
Asher B. Durand, Edge of the Forest
Samuel F.B. Morse, The Old House of Representatives
William Sidney Mount, The Long Story
George Inness, Harvest Moon
Mary Cassatt, Woman with a Dog
Ralph Albert Blakelock, Moonlight
Theodore Robinson, Valley of the Seine from Giverny
Patrick Henry Bruce, Forms
Reginald Marsh, Smoke Hounds
Philip Evergood, Sunny Side of the Street
Burgoyne Diller, First Theme
Thomas Worthington Whittredge, Trout Brook in the Catskills

Ms. Vanderpool moved that these paintings be loaned. Motion seconded and approved. Ms. Vanderpool also asked for a motion to approve certain loans to other museums, and this motion was seconded and approved. Dr. Nygren reported on exhibitions at the Corcoran which would be travelling exhibitions, such as the Vantongerloo. Ms. Abramson commented on the excellent work done by Dr. Nygren in very many shows during the past months.

The Women's Committee Report was given by Marian Denby, new Chairman of the Committee. 24 tables have been taken by corporations, and 9 tables more than planned have been sold. Many reservations have had to be turned down. The Ball therefore should be financially extremely successful.

In the absence of Mr. Gerstin the Friends Report was given by Ms. Bechhoefer. The first China trip for the Corcoran group netted \$4,750 for the Gallery, plus \$860 for the Friends. The second trip, to take place October 4-25, 1980, has a few seats unsold but should easily be filled. There are 15 places, and each will bring a contribution of \$200 to the Gallery.

In the absence of Ms. Salant, the Education and Shop Committee Report was given by Ms. Warner. Comment on the Corcoran television program on Sundays at 12:30 PM is good. For the fall exhibition of the Armand Hammer Collection Dr. Hammer will publish note cards, with pictures from his collection, to be sold in the Shop.

Mr. Wilkinson, Special Events, reported that the Menuhin luncheon on March 17 had been sold out and was a great success. He appealed for Trustee attendance at the Art Group Luncheon March 31, when Bruce Davidson, noted photographer, would be the speaker. A probable speaker for May would be William Macomber of the Metropolitan Museum, New York, and Mr. Kreeger suggested the possibility of obtaining Philip Johnson as a speaker either in June or early autumn. The Tokyo String Quartet will perform on March 28. On the 27th, on Panorama, there will be a notice of the performance, which will be recorded by WETA. The National Symphony Quartet performs on April 3rd.

MINUTES

As Chairman of Docents, Ms. Collins spoke of the increasingly varied program, drawing many more groups of adults and children than heretofore. The Senegal Exhibition has been unusually popular. Packets on the poetry and art of Senegal have been sent into the schools. At this time there are 35 to 40 classes on scheduled tours. The docent program is also reaching out to senior citizens, with lectures and tours.

Dr. Marzio urged Trustees to watch for Congressmen with special interests in the arts, and try to keep them on the Hill. Dr. Marzio feels that the task of presenting the case for art, on the Hill, is not easy but is definitely positive, and hopefully will bear good results.

Since a motion for the approval of the Minutes of the meeting of the Board of Trustees on January 28th had not been made, Mr. Kinney made the motion, which was seconded and unanimously approved.

There being no further business, the meeting was adjourned at 2:20 PM.

Estelle S. Bechhoefer
Acting Secretary, for Niles W. Bond

AGENDA
MEETING OF THE BOARD OF TRUSTEES
CORCORAN GALLERY OF ART
May 23, 1980

I. Approval of Minutes of March 24, 1980

II. Report of the President

- A. Financial Report: Dr. Marzio
- B. Development Committee Report: Mr. FitzGerald
 - 1. School SurPrize Party
 - 2. School Challenge Grant
 - 3. Climate Control
 - 4. Trustee Gifts Outstanding
 - 5. Donors' Dinner: Mrs. Muccio
- C. Budget Adjustments: Dr. Marzio
- D. 3 Institution Proposal: Dr. Marzio
- E. Peter Thomas Farewell: Dr. Marzio
- F. Jackson School
- G. Beaux Arts Masquerade 1980

III. Report of the Associate Director

- A. Works of Art Committee: Mrs. Vanderpool
- B. Rosalind Solomon
- C. Puppet Exhibition
- D. Philip Guston
- E. Mobil Open Night: Dr. Marzio

IV. Committee Reports

- A. Docents: Mrs. Collins
- B. Education/Shop: Mrs. Salant
- C. Friends of the Corcoran: Mr. Gerstin
 - 1. Membership Dues
- D. Women's Committee: Mrs. Denby
- E. Nominating Committee: Mr. Jewett
- F. Buildings and Grounds Committee: Mr. Hull
- G. Art School Committee: Mr. Swift
- H. Investment and Finance: Mr. Folger
- I. Public Relations: Mr. Wilkinson
- J. Special Events: Mrs. Alper

attendance
Board of Trustees
May 23, 1980

Cecora
Gallery
of
Art

- ✓ Mrs. Alper
- ✓ Mrs. Abramson
- ✓ Mrs. Beckhofer
- ✓ Mr. Bond
- ✓ Mrs. Boerstein
- ✓ Mrs. Brown
- ✓ Mr. Lisle Carter
- ✓ Mr. Fitzgerald
- ✓ Mrs. Gart ← Mr. Folger
- ✓ Mrs. Heing ← Mr. Hall
- ✓ Mr. Jewett
- ✓ Mr. Koten
- ✓ Mr. Kueger
- ✓ Mrs. Lloyd
- ✓ Mrs. Lyan
- ✓ Mrs. Marks
- ✓ Mr. Mars
- ✓ Mrs. Neff ← Mr. Middelendy
- ✓ Mr. Oxman
- ✓ Mrs. Sarnoff
- ✓ Mr. Scherer
- ✓ Mr. Swift
- ✓ Mr. Saul
- ✓ Mrs. Vanderpool
- ✓ Mrs. Warner III

Ex Officio

- ✓ Mrs. Leahy - Women's Committee
- ✓ Mr. Hursten - Friends
- ✓ Mrs. Collins - Recent Chairman

Staff

- ✓ Mr. Marzio
- ✓ Mrs. Livingston
- ✓ Mrs. Duccio
- ✓ Mrs. Goffe
- ✓ Mrs. Tilley

CORCORAN
GALLERY OF ART SCHOOL OF ART
SEVENTEENTH STREET &
NEW YORK AVENUE NORTHWEST
WASHINGTON, DC 20006
(202) 638-3211

May 23, 1980

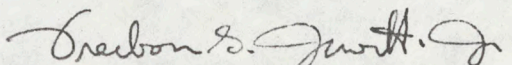
To the Board of Trustees
Corcoran Gallery of Art

At the May 7th meeting of the Nominating Committee, attended by Trustees Folger, Kinney, Kreeger, Jewett, Marks and Woodward, the Committee decided to nominate for election as a Term Trustee, for a term ending January 1982, the following individual:

Mrs. Adeline Holleb Yates

Mrs. Yates graduated from the University of Chicago and did graduate work at Northwestern University School of Speech. She is the wife of Congressman Sidney R. Yates of Illinois. She has organized study groups in Chicago in literature, poetry, art, and architecture, and has produced and directed amateur theatricals for charitable and civic organizations. She is a member of the following: Chicago Art Institute, Museum of Contemporary Art, Chicago Arts Club, Museum of Modern Art, Board of the National Day Care Council, National Symphony Orchestra Board, and is President of the Congressional Wives Forum.

Respectfully yours,



Freeborn G. Jewett, Jr.
Chairman
Nominating Committee

ATTENDANCE/CONTRIBUTIONS BOX REPORT

	ATTENDANCE		Contributions
	Daily Visitors	Total	Box
			<u>Total</u>
September 1978 through April 1979	42,641	82,480	\$ 2,539.24
September 1979 through April 1980	130,611	185,128	\$ 6,962.92

ATTENDANCE REPORT FISCAL YEAR 1979-1980

MONTH	DAILY VISITORS	TOURS	PREVIEWS	EVENTS GALLERY & CORPORATE	TOTAL	CONTRIBUTIONS BOX
Sept. '78	3,898	110	1,500	205	1,713	7,426 \$ 348.84 *
Sept. '79	9,470	264	800	960	2,300	13,794 \$ 484.00
Oct. '78	5,581	835	1,036	1,604	1,140	10,196 \$ 356.84 *
Oct. '79	14,022	713	1,275	838	800	17,648 \$1,260.00
Nov. '78	5,043	1,402	---	832	3,225	10,502 \$ 249.76 *
Nov. '79	16,853	**	810	2,526	3,615	25,777 \$1,045.59
Dec. '78	3,205	550	1,530	3,972	175	9,432 \$ 265.20 *
Dec. '79	13,284	**	773	1,228	1,135	17,786 \$ 536.29
Jan. '79	1,569	1,954	---	1,285	1,300	8,467 \$ 85.36 *
Jan. '80	18,617+	**	2,138	162	3,578	25,949 \$1,086.46
Feb. '79	4,390	394	2,500	642	---	7,926 \$ 107.80 *
Feb. '80	19,830+	**	1,324	100	300	23,442 699.62

* Contributions Box total for Sept. 78-Apr. 79 computed by multiplying weekly average by 4.

** See attached sheets for Education Department Statistics.

+ Attendance Records from the E Street Entrance added to Daily Visitors total.

ATTENDANCE REPORT FISCAL YEAR 1979-1980
PAGE TWO

MONTH	DAILY VISITORS	TOURS	PREVIEWS	EVENTS GALLERY & CORPORATE		TOTAL	CONTRIBUTIONS BOX
Mar. '79	10,632	1,600	---	1,039	164	13,435	\$ 682.92 *
Mar. '80	24,163 +	**	---	423	1,448	28,265	\$ 971.93
Apr. '79	8,323	1,112	1,000	2,594	2,067	15,096	\$ 442.52 *
Apr. '80	24,451 +	**	2,812	2,128	1,081	32,467	\$ 879.03
May '79	9,785	1,405	---	1,360	1,654	14,204	\$ 476.23
May '80 as of 5/18	10,641						
June '79	8,328	---	790	310	2,305	11,733	\$ 593.47
June '80							
July '79	6,477	82	800	---	---	8,159	\$ 588.05
July '80							
Aug. '79	10,336	32	---	---	---	10,368	\$ 676.02
Aug. '80							

* Contributions Box total for Sept. 78 - Apr. 79 computed by multiplying weekly average for 4.

** See attached sheet for Education Department Statistics.

+ Attendance Records from the E Street Entrance added to Daily Visitors total.

THE CORCORAN GALLERY OF ART

EDUCATION DEPARTMENT STATISTICS

April 1980

<u>CATEGORY</u>	<u>PARTICIPANTS</u>
Guided tours	1916
Self guided tours	181
Classroom presentations	126
Gallery talks	195
Introductory tours	<u>83</u>
Total	2501

WEEKEND WORKSHOPS

Winter II	74
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TEACHER WORKSHOPS

D.C. Teachers	5
Kennedy Center	<u>50</u>
Total	55

CANCELLATIONS	336
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RESTRICTED FUNDS

through May 9, 1980

	<u>Beginning Fund Balance</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Balance</u>
<u>MUSEUM</u>				
September Party		24,080	23,853	227
Visiting Specialist (NEA)			5,562	(5,562)
Purveyer Purchase		4,000	4,000	-0-
Senegalese Exhibition		37,500	42,252	(4,752)
Restoration of the Constable		2,100	2,060	40
Archives (NHPRC)		32,422	2,416	30,006
Restoration of Cropsey	400		185	215
Daumier Exhibition		62,991	62,991	-0-
Daumier Humidity Control Project		8,154	3,987	4,167
Hammer Auditorium Fund	20,285	25,000	13,848	31,437
I.F. Berkowitz Memorial Fund		20		20
Exterior Improvement		2,300		2,300
Audio Visual Fund		1,036	812	224
Brush Purchase		1,500	1,500	-0-
Marshall Foundation - Discover America		7,500		7,500
Redskin Foundation - Architecture is Elementary	1,616		1,600	16
Mobil Corporation - Open Evening		60,000	976	59,024
Services in the Field (NEA)		15,090	15,090	-0-
Conservation of 14 Paintings (NEA)		11,040	11,040	-0-
Purchase Works of Art (NEA)		20,000		
Friends		18,000	42,300	(4,300)
Purchase American Drawings		2,458		2,458
Frank Wright Exhibition		10,000	1,000	9,000
Building Fund	16,308	4,148	4,672	15,784
Washington Curator Fund	3,785	9,000		12,785
Drawing, W.C. etc. Catalog (NEA)			175	(175)
Women's Committee & Polaroid Acc.	2,476			2,476
Silverstein Fund		1,000	1,000	-0-
N.H. Library Foundation Fund	3,910			3,910
Vantongerloo Exhibition				
Belgium Today		5,740		5,740
Philip Brown Memorial Fund		100		100
Atlantic Richfield Foundation		50,000		50,000
National Endowment for the Arts		24,030		24,030
Hammer Masterpieces Exhibition			4,612	(4,612)

	<u>Beginning Fund Balance</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Balance</u>
<u>MUSEUM</u>				
Biddle Exhibition (NEA)		9,140		9,140
Biddle and Fig. Drawing Catalog (NEA)		3,362		3,362
Polaroid Photo Series		15,000		15,000
Utilization of Collection (NEA)			335	(335)
Photo Series Exhibitions (NEA)		3,918		3,918
Modern Painters (NEA)		3,361		3,361
Images of '70s (NEA)		10,000		10,000
DuBois Exhibition (NEA)		3,781		3,781
Deaccession Fund	674,824		83,450	591,374
Hammer Foundation Pledge Receivable (operating)		75,000	75,000	-0-
Cafritz Foundation (School fund raising effort)		23,836		23,836

	<u>Beginning Fund Balance</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Balance</u>
<u>SCHOOL</u>				
Kiln Gift		6,000	6,000	-0-
Martha Von Hirsh Fund	5,083		1,095	3,988
Murtagh Scholarship Fund		309		309
Geico Gift		4,000		4,000
Ford Foundation	38,500			38,500
Ford Foundation Enrichment	48,840			48,840
Ford Foundation Resources	20,000			20,000
Ryan Scholarship Fund		500		500
S.F. Gichner Art Scholarship Fund		511		511
Town Club Scholarship		262		262
Arts Club of Washington, D.C.		200		200
Cafritz Foundation		6,164		6,164
Mary Cassatt Scholarship Fund	9,136		50	9,086
Vera Lester Memorial Fund	875		25	850
Jeremy Leute Memorial Fund	1,179		200	979
Ethel L. Bernstein Memorial Fund	592		1,053	(461)
Bernard Williams Memorial Fund	685		25	660

The following included in the Consolidated Restricted Funds:

John Noland Ronshein Award	25
Bryce Gorman Art History Prize Fund	100
J. P. Prescott Memorial Award	25
K. Stubbs Memorial Award	125
M. L. Thom Award	25
Alma Thomas Memorial Award	25
Visual Communications Award	25
E. Weisz Memorial Award	25

The Corcoran Gallery of Art

Museum and School

Statement of Income and Expenses

for the eight month period ending April 30, 1980

Attached are the financial statements for the Corcoran Gallery of Art, Museum and School, for the eight month period ending April 30, 1980. An overview of the Corcoran's financial activity through April 30 is presented below.

	MUSEUM	SCHOOL	TOTAL
Support and Revenue	786,065	980,532	1,766,597
Expenses and Deductions	941,956	825,845	1,767,801
	<hr/>	<hr/>	<hr/>
TOTALS	(155,891)	154,687	(1,204)
Transfor among funds - Women's Committee	69,000	10,000	79,000
Current Restricted Support to FY80 Operating Budget received through 4/30/80	186,293	39,004	225,297
Fund Balance	99,402	203,691	303,093

The Museum
Statement of Income and Expenses for the 8 month Period
ending April 30, 1980

	APPROVED BUDGET 1979-80	as of 4/30/80	as of 4/30/79
SUPPORT AND REVENUES			
<u>Contributions</u>			
Grants and Gifts	- - - -	415,634	429,097
Membership	- - - -	74,990	72,362
Contributions	- - - -	6,749	28,974
Subtotal	1,203,593*	497,373	530,433
<u>Income from Operations</u>			
Special Events	12,500	12,158	9,231
Trustee Lunches	3,227	2,965	2,885
Photography (Clients)	5,000	3,961	3,279
Weekend Workshops	17,950	11,995	10,918
Exhibition Participation Fees	28,850	14,350	12,814
Shop Sales	131,500	96,466	74,125
Subtotal	199,027	141,895	113,252
<u>Income from Investments</u>			
Gallery Fund	100,000	92,469	84,134
Clark Fund	70,000	54,328	49,432
Subtotal	170,000	146,797	133,566
TOTAL	1,572,620	786,065	777,251

* Women's Committee income and donor designated funds are included in this FY80 Operating Budget total. Recognition of the funds received to date and applicable to the FY80 Operating Budget is recorded on page 3 of this report.

The Museum

	APPROVED BUDGET 1979-80	as of 4/30/80	as of 4/30/79
EXPENSES AND DEDUCTIONS			
Salaries and Wages	762,867	485,538	412,106
Employee Benefits	112,500	66,569	61,582
Pensions	5,092	3,477	4,212
Subtotal	880,459	555,584	477,900
<u>Administration Expenses</u>			
Office Supplies	13,795	6,049	4,508
Office Repairs	3,385	1,004	1,342
Computer Services	12,200	6,949	4,748
Telephone	20,000	13,707	9,701
Xerox	11,000	7,184	4,107
Postage	35,000	20,680	17,021
Office Equipment	13,905	6,768	1,198
Professional Services	58,603	27,093	14,849
Insurance	22,500	23,628	4,069
Printing	75,455	41,075	16,928
Subtotal	265,870	154,137	78,471
<u>Plant Expenses</u>			
Building Repairs	19,060	11,736	6,202
Building Utilities	113,780	42,490	70,498
Building Equipment	1,640	1,349	654
Building Supplies	13,800	6,915	2,050
Building Services	13,390	8,797	7,159
Painting	8,000	5,324	2,572
Fire Protection	900	484	363
Security Supplies	2,725	1,905	200
Subtotal	173,295	79,000	89,698

The Musuem

	APPROVED BUDGET 1979-80	as of 4/30/80	as of 4/30/79
Allocation of general costs	(160,000)	(106,666)	(83,333)
Administrative cost allocation	- - - -	(16,647)	- - - -
<u>Program Expenses</u>			
Subscriptions and Library	6,087	3,109	9,543
Travel and Entertainment	64,467	34,089	7,851
Publicity	7,723	1,979	15
Educational Supplies	4,950	1,844	6,067
Previews	10,500	6,433	7,573
Exhibitions	184,550	120,373	125,683
Restoration	21,000	10,700	- - - -
Photography	7,250	4,754	3,662
Subtotal	306,527	183,281	160,394
Shop Merchandise and Expenses	83,050	83,026	45,771
Contingencies	23,419	10,241	17,568
Subtotal	106,469	93,267	63,339
TOTAL	1,572,620	941,956	786,469
Revenue over (under) expenses	- - - -	(155,891)	(9,218)
Transfer among funds - Women's Committee	see page 1	69,000	- - - -
Restricted Support to Operating Budget	see page 1	186,293	- - - -
Fund Balance	- - - -	99,402	(9,218)

The School
Statement of Income and Expenses for the 8 month Period
ending April 30, 1980

	APPROVED BUDGET 1979-80	as of 4/30/80	as of 4/30/79
SUPPORT AND REVENUE			
Gifts and Grants	130,800	125,825	7,206
Beaux Arts	41,097	41,297	8,250
Surprize Party	80,000	37,310	- - - -
Tuition and Fees	990,000	748,205	803,557
Investment Income	27,000	22,917	20,851
Commission Income	3,000	4,063	3,020
Miscellaneous	4,000	915	2,365
	<hr/>	<hr/>	<hr/>
TOTAL	1,275,897	980,532	845,249
EXPENSES AND DEDUCTIONS			
Salaries and Benefits	856,500	554,084	513,200
Allocation of General Costs	160,000	106,666	83,333
Repairs and Maintenance	30,000	23,575	37,095
Scholarships and Fellowships	33,000	6,118	17,475
General Office Expense	12,000	6,918	8,603
Educational Supplies and Fees	65,000	48,587	40,961
Printing	20,000	17,537	7,897
Professional Services	5,250	4,325	7,995
Travel and Public Realtions	10,000	6,195	4,900
Insurance	1,000	740	740
Dupont Center	20,000	15,239	16,039
Student Functions	2,000	1,104	773
Beaux Arts	19,019	19,019	- - - -
Surprize Party	45,000	14,688	- - - -
Miscellaneous	1,500	1,050	498
	<hr/>	<hr/>	<hr/>
TOTAL	1,280,269	825,845	739,509
Revenues over (under) expenses	(4,372)	154,687	105,740
Transfer among funds - Women's Committee	10,000	10,000	4,000
Restricted Support to Operating Budget		39,004	- - - -
Fund Balance	5,628	203,691	109,740

REQUEST FOR SERVICES

TO: Building Manager - E. Gomo
Chief of Security - Don Cochran
FROM: Special Events - Lorna Tilley

Event FULL BOARD MEETING

Date FRIDAY, MAY 23 Time 12:00 noon

Caterer Topiary Tree Time of Arrival 11:30 AM

Place Gallery 14

Doors Opened at 11:45

Corcoran Equipment Needed:

50 Chairs

4 Eight Foot Tables (Caterer supplies tablecloths)

2-6' tables for buffet

40 plates (Caterer supplies silverware)

40 cups/saucers

coffee set-up

water set-up

40 plastic cups

Screen off both entrances

Works of Art to be removed Sculptures from Gallery 14

Restrooms Cleaned